


<b>INVITATION TO BID</b>  STATE OF LOUISIANA LA DEPT OF PUBLIC SAFETY & CORRECT HQ-PURCHASING		BIDS WILL BE PUBLICLY OPENED:  <div style="font-size: 1.2em; font-weight: bold;">MAR 03, 2011    02:00 PM</div>
<div style="border: 1px solid black; padding: 5px;"> <b>VENDOR NO. :</b>  <b>SOLICITATION :</b>    2243806  <b>FILE NO. :</b>  <b>OPENING DATE :</b>    03/03/11         </div> <div style="border: 1px solid black; height: 80px; margin-top: 10px; position: relative;"> <div style="position: absolute; top: 5px; left: 5px;"> <b>VENDOR NAME AND ADDRESS</b> </div> </div> <div style="margin-top: 20px; text-align: center; font-weight: bold;">         FILL IN VENDOR NUMBER (FEIN), NAME AND ADDRESS ABOVE, BEFORE SUBMITTING BID.       </div>		<b>PURCHASING AGENCY NO. :</b> 400PUR  <b>SEE NO. 8 BELOW. RETURN BID TO</b> <div style="text-align: right;">02:00 PM</div> <div style="display: flex; justify-content: space-between;"> <span>2243806</span> <span>03/03/11</span> </div> <div style="margin-top: 5px;"> <b>HQ-PURCHASING          PURCHASING/CORRECTIONS SERVICES          P.O. BOX 94304          504 MAYFLOWER STREET          BATON ROUGE, LA 70804-9304</b> </div> <div style="margin-top: 10px;"> <b>BUYER : KACIE HENDERSON</b>  <b>BUYER PHONE : (225) 342-6583</b>  <b>DATE ISSUED : 02/25/11</b>  <b>REQ. AGENCY : 406000</b>    <span style="float: right;">FOLD HERE--&gt;</span>  <b>LA CORRECTIONAL INSTITUTE FOR WOMEN</b>  <b>AGENCY REQ. NO. : 406-10820</b>  <b>ISIS REQ. NO. : 1337532</b>  <b>VENDOR PHONE :</b>  <b>FISCAL YEAR : 11</b>  <b>CLASS/SUBCLASS : 61599</b>  <b>SCHEDULED BEGIN DATE : 00/00/00</b>  <b>SCHEDULED END DATE : 00/00/00</b>  <b>T-NUMBER :</b> </div>
OFFICE SUPLIES - LCIW * FAX BID 225-342-6593 *		
<b>TO BE COMPLETED BY VENDOR</b>		
1. _____ PLEASE REMOVE FROM THIS COMMODITY CODE. 2. _____ DELIVERY WILL BE MADE IN THIS NUMBER OF DAYS AFTER RECEIPT OF ORDER. 3. _____ % CASH DISCOUNT FOR PROMPT PAYMENT IF MADE WITHIN THIRTY (30) DAYS. CASH DISCOUNTS FOR LESS THAN 30 DAYS OR LESS THAN 1% WILL BE ACCEPTED, BUT WILL NOT BE CONSIDERED IN DETERMINING AWARDS. ON INDEFINITE QUANTITY TERM CONTRACTS, CASH DISCOUNTS WILL BE ACCEPTED AND TAKEN BUT WILL NOT BE CONSIDERED IN DETERMINING AWARDS. 4. _____ BID BOND ATTACHED, _____ CERTIFIED CHECK ATTACHED, _____ OTHER, IF REQUIRED. 5. _____ BID REFERENCE NUMBER. (THIS NUMBER WILL APPEAR ON RESULTING ORDER OR CONTRACT).		
<b>INSTRUCTIONS TO BIDDERS</b>		
1. READ THE ENTIRE BID, INCLUDING ALL TERMS AND CONDITIONS AND SPECIFICATIONS. 2. ALL BID PRICES MUST BE TYPED OR WRITTEN IN INK. ANY CORRECTIONS, ERASURES OR OTHER FORMS OF ALTERATION TO UNIT PRICES SHOULD BE INITIALED BY THE BIDDER. 3. THIS BID IS TO BE MANUALLY SIGNED IN INK. <span style="float: right;">FOLD HERE--&gt;</span> 4. BID PRICES SHALL INCLUDE DELIVERY OF ALL ITEMS F.O.B. DESTINATION OR AS OTHERWISE PROVIDED. BIDS CONTAINING "PAYMENT IN ADVANCE" OR "C.O.D" REQUIREMENTS MAY BE REJECTED. PAYMENT IS TO BE MADE WITHIN 30 DAYS AFTER RECEIPT OF PROPERLY EXECUTED INVOICE OR DELIVERY, WHICHEVER IS LATER. 5. AMOUNT OF BID BOND REQUIRED: _____ N/A _____ . 6. AMOUNT OF PERFORMANCE BOND, IF REQUIRED. _____ OR _____ 0% _____ OF BID. 7. DESIRED DELIVERY: _____ 010DAYS ARO 8. TO ASSURE CONSIDERATION OF YOUR BID, ALL BIDS AND ADDENDA SHOULD BE RETURNED IN AN ENVELOPE OR PACKAGE CLEARLY MARKED WITH THE BID OPENING DATE AND THE BID NUMBER, OR SUBMITTED IN THE SPECIAL ENVELOPE IF FURNISHED FOR THAT PURPOSE. 9. BIDS SUBMITTED ARE SUBJECT TO PROVISIONS OF THE LAWS OF THE STATE OF LOUISIANA INCLUDING BUT NOT LIMITED TO L.R.S. 39:1551-1736; PURCHASING RULES AND REGULATIONS; EXECUTIVE ORDERS; STANDARD TERMS AND CONDITIONS; SPECIAL CONDITIONS; AND SPECIFICATIONS LISTED IN THIS SOLICITATION. 10. IMPORTANT: BY SIGNING THE BID, THE BIDDER CERTIFIES COMPLIANCE WITH ALL INSTRUCTIONS TO BIDDERS, TERMS, CONDITIONS AND SPECIFICATIONS, AND FURTHER CERTIFIES THAT THIS BID IS MADE WITHOUT COLLUSION OR FRAUD. THIS BID IS TO BE MANUALLY SIGNED IN INK BY A PERSON AUTHORIZED TO BIND THE VENDOR (SEE NO.30). ALL BID INFORMATION SHALL BE MADE WITH INK OR TYPEWRITTEN.		
<b>VENDOR PHONE NUMBER:</b> <b>FAX NUMBER:</b>	<b>TITLE</b>	<b>DATE</b>
<b>SIGNATURE OF AUTHORIZED BIDDER - SEE NO. 30, PAGE 3.</b> <b>(MUST BE SIGNED)</b>	<b>NAME OF BIDDER</b> <b>(TYPED OR PRINTED)</b>	

STANDARD TERMS & CONDITIONS		INVITATION TO BID	
NUMBER : 2243806 OPEN DATE: 03/03/11      TIME: 02:00 PM T-NUMBER :		BIDDER:	PAGE 2
<p>11 ADDRESS ALL INQUIRIES AND CORRESPONDENCE TO THE BUYER AT THE PHONE AND ADDRESS SHOWN ABOVE.</p> <p>12. CONFERENCE: NA NA NA</p> <p>13. BID FORMS. ALL WRITTEN BIDS, UNLESS OTHERWISE PROVIDED FOR, MUST BE SUBMITTED ON, AND IN ACCORDANCE WITH, FORMS PROVIDED, PROPERLY SIGNED (SEE NO. 30). BIDS SUBMITTED IN THE FOLLOWING MANNER WILL NOT BE ACCEPTED: A. BID CONTAINS NO SIGNATURE INDICATING INTENT TO BE BOUND; B. BID FILLED OUT IN PENCIL; AND C. BID NOT SUBMITTED ON THE STATE'S STANDARD FORMS.</p> <p>BIDS MUST BE RECEIVED AT THE ADDRESS SPECIFIED IN THE SOLICITATION PRIOR TO BID OPENING TIME IN ORDER TO BE CONSIDERED. TELEGRAPHIC AND FAX ALTERATIONS TO BIDS RECEIVED BEFORE BID OPENING TIME WILL BE CONSIDERED PROVIDED FORMAL BID AND WRITTEN ALTERATION HAVE BEEN RECEIVED AND TIME-STAMPED BEFORE BID OPENING TIME. ENTIRE BID SHOULD BE RETURNED, EXCEPT ITEM PAGES NOT BID.</p> <p>14. STANDARDS OF QUALITY. ANY PRODUCT OR SERVICE BID SHALL CONFORM TO ALL APPLICABLE FEDERAL AND STATE LAWS AND REGULATIONS AND THE SPECIFICATIONS CONTAINED IN THE SOLICITATION. UNLESS OTHERWISE SPECIFIED IN THE SOLICITATION, ANY MANUFACTURER'S NAME, TRADE NAME, BRAND NAME, OR CATALOG NUMBER USED IN THE SPECIFICATION IS FOR THE PURPOSE OF DESCRIBING THE STANDARD OF QUALITY, PERFORMANCE, AND CHARACTERISTICS DESIRED AND IS NOT INTENDED TO LIMIT OR RESTRICT COMPETITION. BIDDER MUST SPECIFY THE BRAND AND MODEL NUMBER OF THE PRODUCT OFFERED IN HIS BID. BIDS NOT SPECIFYING BRAND AND MODEL NUMBER SHALL BE CONSIDERED AS OFFERING THE EXACT PRODUCTS SPECIFIED IN THE SOLICITATION.</p> <p>15. DESCRIPTIVE INFORMATION. BIDDERS PROPOSING AN EQUIVALENT BRAND OR MODEL SHOULD SUBMIT WITH THE BID INFORMATION (SUCH AS ILLUSTRATIONS, DESCRIPTIVE LITERATURE, TECHNICAL DATA) SUFFICIENT FOR STATE OF LOUISIANA TO EVALUATE QUALITY, SUITABILITY, AND COMPLIANCE WITH THE SPECIFICATIONS IN THE SOLICITATION. FAILURE TO SUBMIT DESCRIPTIVE INFORMATION MAY CAUSE BID TO BE REJECTED. ANY CHANGE MADE TO A MANUFACTURER'S PUBLISHED SPECIFICATIONS SUBMITTED FOR A PRODUCT SHALL BE VERIFIABLE BY THE MANUFACTURER. IF ITEM(S) BID DO NOT FULLY COMPLY WITH SPECIFICATIONS (INCLUDING BRAND AND/OR PRODUCT NUMBER), BIDDER MUST STATE IN WHAT RESPECT ITEM(S) DEVIATE. FAILURE TO NOTE EXCEPTIONS ON THE BID FORM WILL NOT RELIEVE THE SUCCESSFUL BIDDER(S) FROM SUPPLYING THE ACTUAL PRODUCTS REQUESTED.</p> <p>16. BID OPENING. BIDDERS MAY ATTEND THE BID OPENING, BUT NO INFORMATION OR OPINIONS CONCERNING THE ULTIMATE CONTRACT AWARD WILL BE GIVEN AT THE BID OPENING OR DURING THE EVALUATION PROCESS. BIDS MAY BE EXAMINED WITHIN 72 HOURS AFTER BID OPENING. INFORMATION PERTAINING TO COMPLETED FILES MAY BE SECURED BY VISITING THE STATE OF LOUISIANA DURING NORMAL WORKING HOURS. WRITTEN BID TABULATIONS WILL NOT BE FURNISHED.</p> <p>17. AWARDS. THE STATE OF LOUISIANA RESERVES THE RIGHT TO AWARD ITEMS SEPARATELY, GROUPED OR ON AN ALL-OR-NONE BASIS AND TO REJECT ANY OR ALL BIDS AND WAIVE ANY INFORMALITIES.</p> <p>18. PRICES . UNLESS OTHERWISE SPECIFIED BY THE STATE OF LOUISIANA IN THE SOLICITATION, BID PRICES MUST BE COMPLETE, INCLUDING TRANSPORTATION PREPAID BY BIDDER TO DESTINATION AND FIRM FOR ACCEPTANCE FOR A MINIMUM OF 30 DAYS. IF ACCEPTED, PRICES MUST BE FIRM FOR THE CONTRACTUAL PERIOD. BIDS OTHER THAN F.O.B. DESTINATION MAY BE REJECTED. PRICES SHOULD BE QUOTED IN THE UNIT (EACH, BOX, CASE, ETC.) AS SPECIFIED IN THE SOLICITATION.</p> <p>19. DELIVERIES. BIDS MAY BE REJECTED IF THE DELIVERY TIME INDICATED IS LONGER THAN THAT SPECIFIED IN THE SOLICITATION.</p> <p>20. TAXES. VENDOR IS RESPONSIBLE FOR INCLUDING ALL APPLICABLE TAXES IN THE BID PRICE. STATE AGENCIES ARE EXEMPT FROM ALL STATE AND LOCAL SALES AND USE TAXES.</p>			

STANDARD TERMS & CONDITIONS		INVITATION TO BID	
NUMBER : 2243806 OPEN DATE: 03/03/11      TIME: 02:00 PM T-NUMBER :		BIDDER:	PAGE 3
<p>21. NEW PRODUCTS.</p> <p>UNLESS SPECIFICALLY CALLED FOR IN THE SOLICITATION, ALL PRODUCTS FOR PURCHASE MUST BE NEW, NEVER PREVIOUSLY USED, AND THE CURRENT MODEL AND/OR PACKAGING. NO REMANUFACTURED, DEMONSTRATOR, USED OR IRREGULAR PRODUCT WILL BE CONSIDERED FOR PURCHASE UNLESS OTHERWISE SPECIFIED IN THE SOLICITATION. THE MANUFACTURER'S STANDARD WARRANTY WILL APPLY UNLESS OTHERWISE SPECIFIED IN THE SOLICITATION.</p> <p>22. CONTRACT RENEWALS.</p> <p>UPON AGREEMENT OF THE STATE OF LOUISIANA AGENCY AND THE CONTRACTOR, A TERM CONTRACT MAY BE EXTENDED FOR 2 ADDITIONAL 12-MONTH PERIODS AT THE SAME PRICES, TERMS AND CONDITIONS. IN SUCH CASES, THE TOTAL CONTRACT TERM CANNOT EXCEED 36 MONTHS.</p> <p>23. CONTRACT CANCELLATION.</p> <p>THE STATE OF LOUISIANA HAS THE RIGHT TO CANCEL ANY CONTRACT, IN ACCORDANCE WITH PURCHASING RULES AND REGULATIONS, FOR CAUSE, INCLUDING BUT NOT LIMITED TO, THE FOLLOWING: (1) FAILURE TO DELIVER WITHIN THE TIME SPECIFIED IN THE CONTRACT; (2) FAILURE OF THE PRODUCT OR SERVICE TO MEET SPECIFICATIONS, CONFORM TO SAMPLE QUALITY OR TO BE DELIVERED IN GOOD CONDITION; (3) MISREPRESENTATION BY THE CONTRACTOR; (4) FRAUD, COLLUSION, CONSPIRACY OR OTHER UNLAWFUL MEANS OF OBTAINING ANY CONTRACT WITH THE STATE; (5) CONFLICT OF CONTRACT PROVISIONS WITH CONSTITUTIONAL OR STATUTORY PROVISIONS OF STATE OR FEDERAL LAW; (6) ANY OTHER BREACH OF CONTRACT.</p> <p>24. DEFAULT OF CONTRACTOR.</p> <p>FAILURE TO DELIVER WITHIN THE TIME SPECIFIED IN THE BID WILL CONSTITUTE A DEFAULT AND MAY CAUSE CANCELLATION OF THE CONTRACT. WHERE THE STATE HAS DETERMINED THE CONTRACTOR TO BE IN DEFAULT, THE STATE RESERVES THE RIGHT TO PURCHASE ANY OR ALL PRODUCTS OR SERVICES COVERED BY THE CONTRACT ON THE OPEN MARKET AND TO CHARGE THE CONTRACTOR WITH COST IN EXCESS OF THE CONTRACT PRICE. UNTIL SUCH ASSESSED CHARGES HAVE BEEN PAID, NO SUBSEQUENT BID FROM THE DEFAULTING CONTRACTOR WILL BE CONSIDERED.</p> <p>25. ORDER OF PRIORITY.</p> <p>IN THE EVENT THERE IS A CONFLICT BETWEEN THE INSTRUCTIONS TO BIDDERS OR STANDARD CONDITIONS AND THE SPECIAL CONDITIONS, THE SPECIAL CONDITIONS SHALL GOVERN.</p> <p>26. APPLICABLE LAW.</p> <p>ALL CONTRACTS SHALL BE CONSTRUED IN ACCORDANCE WITH AND GOVERNED BY THE LAWS OF THE STATE OF LOUISIANA.</p> <p>27. COMPLIANCE WITH CIVIL RIGHTS LAWS.</p> <p>BY SUBMITTING AND SIGNING THIS BID, BIDDER AGREES TO ABIDE BY THE REQUIREMENTS OF THE FOLLOWING AS APPLICABLE: TITLE VI AND VII OF THE CIVIL RIGHTS ACT OF 1964, AS AMENDED BY THE EQUAL OPPORTUNITY ACT OF 1972, FEDERAL EXECUTIVE ORDER 11246, FEDERAL REHABILITATION ACT OF 1973, AS AMENDED, THE VETERAN'S READJUSTMENT ASSISTANCE ACT OF 1974, TITLE IX OF THE EDUCATION AMENDMENTS OF 1972, THE AGE ACT OF 1975, AND BIDDER AGREES TO ABIDE BY THE REQUIREMENTS OF THE AMERICANS WITH DISABILITIES ACT OF 1990. BIDDER AGREES NOT TO DISCRIMINATE IN ITS EMPLOYMENT PRACTICES, AND WILL RENDER SERVICES UNDER ANY CONTRACT ENTERED INTO AS A RESULT OF THIS SOLICITATION WITHOUT REGARD TO RACE, COLOR, RELIGION, SEXUAL ORIENTATION, NATIONAL ORIGIN, VETERAN STATUS, POLITICAL AFFILIATION, OR DISABILITIES. ANY ACT OF DISCRIMINATION COMMITTED BY BIDDER, OR FAILURE TO COMPLY WITH THESE STATUTORY OBLIGATIONS WHEN APPLICABLE, SHALL BE GROUNDS FOR TERMINATION OF ANY CONTRACT ENTERED INTO AS A RESULT OF THIS SOLICITATION.</p> <p>28. SPECIAL ACCOMMODATION.</p> <p>ANY "QUALIFIED INDIVIDUAL WITH A DISABILITY" AS DEFINED BY THE AMERICANS WITH DISABILITIES ACT WHO HAS SUBMITTED A BID AND DESIRES TO ATTEND THE BID OPENING, MUST NOTIFY THIS OFFICE IN WRITING NOT LATER THAN SEVEN DAYS PRIOR TO THE BID OPENING DATE OF THEIR NEED FOR SPECIAL ACCOMMODATIONS. IF THE REQUEST CANNOT BE REASONABLY PROVIDED, THE INDIVIDUAL WILL BE INFORMED PRIOR TO THE BID OPENING.</p> <p>29. INDEMNITY.</p> <p>CONTRACTOR AGREES, UPON RECEIPT OF WRITTEN NOTICE OF A CLAIM OR ACTION, TO DEFEND THE CLAIM OR ACTION, OR TAKE OTHER APPROPRIATE MEASURE, TO INDEMNIFY, AND HOLD HARMLESS, THE STATE, ITS OFFICERS, ITS AGENTS AND ITS EMPLOYEES FROM AND AGAINST ALL CLAIMS AND ACTIONS FOR BODILY INJURY, DEATH OR PROPERTY DAMAGES CAUSED BY THE FAULT OF THE CONTRACTOR, ITS OFFICERS, ITS AGENTS, OR ITS EMPLOYEES. CONTRACTOR IS OBLIGATED TO INDEMNIFY ONLY TO THE EXTENT OF THE FAULT OF THE CONTRACTOR, ITS OFFICERS, ITS AGENTS, OR ITS EMPLOYEES. HOWEVER, THE CONTRACTOR SHALL HAVE NO OBLIGATION AS SET FORTH ABOVE WITH RESPECT TO ANY CLAIM OR ACTION FROM BODILY INJURY, DEATH OR PROPERTY DAMAGES ARISING OUT OF THE FAULT OF THE STATE, ITS OFFICERS, ITS AGENTS OR ITS EMPLOYEES.</p> <p>30. SIGNATURE AUTHORITY.</p> <p>IN ACCORDANCE WITH L.R.S. 39:1594 (ACT 121), THE PERSON SIGNING THE BID MUST BE:</p> <ol style="list-style-type: none"> <li>1. A CURRENT CORPORATE OFFICER, PARTNERSHIP MEMBER OR OTHER INDIVIDUAL SPECIFICALLY AUTHORIZED TO SUBMIT A BID AS REFLECTED IN THE APPROPRIATE RECORDS ON FILE WITH THE SECRETARY OF STATE; OR</li> <li>2. AN INDIVIDUAL AUTHORIZED TO BIND THE VENDOR AS REFLECTED BY A CORPORATE RESOLUTION, CERTIFICATE OR AFFIDAVIT; OR</li> <li>3. OTHER DOCUMENTS INDICATING AUTHORITY WHICH ARE ACCEPTABLE TO THE PUBLIC ENTITY.</li> </ol>			

STANDARD TERMS & CONDITIONS		INVITATION TO BID	
NUMBER : 2243806 OPEN DATE: 03/03/11      TIME: 02:00 PM T-NUMBER :		BIDDER:	PAGE 4
<p>*****</p> <p>31. IN ACCORDANCE WITH THE PROVISIONS OF R.S. 39:2182, IN AWARDING CONTRACTS AFTER AUGUST 15, 2010, ANY PUBLIC ENTITY IS AUTHORIZED TO REJECT A PROPOSAL OR BID FROM, OR NOT AWARD THE CONTRACT TO, A BUSINESS IN WHICH ANY INDIVIDUAL WITH AN OWNERSHIP INTEREST OF FIVE PERCENT OR MORE, HAS BEEN CONVICTED OF, OR HAS ENTERED A PLEA OF GUILTY OR NOLO CONTENDERE TO ANY STATE FELONY OR EQUIVALENT FEDERAL FELONY CRIME COMMITTED IN THE SOLICITATION OR EXECUTION OF A CONTRACT OR BID AWARDED UNDER LAWS GOVERNING PUBLIC CONTRACTS UNDER THE PROVISIONS OF CHAPTER 10 OF TITLE 38 OF THE LOUISIANA REVISED STATUTES OF 1950, PROFESSIONAL, PERSONAL, CONSULTING, AND SOCIAL SERVICES PROCUREMENT UNDER THE PROVISIONS OF CHAPTER 16 OF THIS TITLE, OR THE LOUISIANA PROCUREMENT CODE UNDER THE PROVISIONS OF CHAPTER 17 OF THIS TITLE.</p> <p>*****</p>			

SPECIAL TERMS & CONDITIONS		INVITATION TO BID	
NUMBER : 2243806 OPEN DATE: 03/03/11      TIME: 02:00 PM T-NUMBER :		BIDDER:	PAGE 5
<p>1 PREFERENCE. IN ACCORDANCE WITH LOUISIANA REVISED STATUTES 39:1595, A PREFERENCE MAY BE ALLOWED FOR PRODUCTS MANUFACTURED, PRODUCED, GROWN, OR ASSEMBLED IN LOUISIANA OF EQUAL QUALITY.</p> <p>DO YOU CLAIM THIS PREFERENCE?    YES_____</p> <p>SPECIFY LINE NUMBER(S) : _____</p> <p>_____</p> <p>SPECIFY LOCATION WITHIN LOUISIANA WHERE THIS PRODUCT IS MANUFACTURED, PRODUCED, GROWN OR ASSEMBLED: _____</p> <p>_____</p> <p>(NOTE: IF MORE SPACE IS REQUIRED, INCLUDE ON SEPARATE SHEET.)</p> <p>DO YOU HAVE A LOUISIANA BUSINESS WORKFORCE?    YES_____      NO_____</p> <p>IF SO, DO YOU CERTIFY THAT AT LEAST FIFTY PERCENT (50%) OF YOUR LOUISIANA BUSINESS WORKFORCE IS COMPRISED OF LOUISIANA RESIDENTS?</p> <p>YES_____      NO_____</p> <p>FAILURE TO SPECIFY ABOVE INFORMATION MAY CAUSE ELIMINATION FROM PREFERENCES. PREFERENCES SHALL NOT APPLY TO SERVICE CONTRACTS.</p> <p>2 THE LOUISIANA DEPARTMENT OF PUBLIC SAFETY AND CORRECTIONS, CORRECTIONS SERVICES, RESERVES THE RIGHT TO REPURCHASE THE ABOVE ITEM(S) FOR STATEWIDE DELIVERY FROM THE DATE OF THE ORIGINAL PURCHASE ORDER, AT THE SAME PRICE, TERMS, AND CONDITIONS SHOWN FOR A PERIOD OF:</p> <p>_____ 3 MONTHS</p> <p>_____ 6 MONTHS</p> <p>_____ 9 MONTHS</p> <p>_____ 1 YEAR</p> <p>ACCEPTANCE OF ONE OF THE REPURCHASE OPTIONS IS INDICATED BY VENDOR'S INITIALS IN ONE OF THE SPACES ABOVE. PLEASE INITIAL ONLY ONE SPACE.</p> <p>3 IF THE VENDOR FAILS TO MAKE DELIVERY OR COMPLETE THE SERVICE WITHIN THE TIME SPECIFIED ON THIS PURCHASE ORDER, OR IF THE DELIVERY/SERVICE IS LATE OR UNSATISFACTORY, THE DEPARTMENT OF PUBLIC SAFETY AND CORRECTIONS RESERVES THE RIGHT TO CANCEL AND PURCHASE ELSEWHERE, CHARGING ANY INCREASE IN PRICE TO THE VENDOR ON THE ORIGINAL PURCHASE ORDER.</p> <p>4 PUBLICIZING AWARDS. IN ACCORDANCE WITH L.A.C. 34: I.535, UNSUCCESSFUL BIDDERS WILL BE NOTIFIED OF THE AWARD PROVIDED THAT THEY SUBMIT A SELF-ADDRESSED STAMPED ENVELOPE OR EMAIL ADDRESS REQUESTING THIS INFORMATION. VENDORS MAY ALSO VIEW AWARD INFORMATION ONLINE AT: <a href="http://www.wprd.doa.louisiana.gov/osp/lapac/pubmain.asp">HTTP://WWWPRD.DOA.LOUISIANA.GOV/OSP/LAPAC/PUBMAIN.ASP</a></p>			

SPECIAL TERMS & CONDITIONS		INVITATION TO BID	
NUMBER : 2243806 OPEN DATE: 03/03/11      TIME: 02:00 PM T-NUMBER :		BIDDER:	PAGE 6
<div><div></div><div></div></div> <p>5 THE DEPARTMENT OF PUBLIC SAFETY RESERVES THE RIGHT TO AWARD THE ABOVE ITEMS SEPARATELY, GROUPEd, OR ON AN ALL OR NONE BASIS, AND TO REJECT ANY OR ALL BIDS AND TO WAIVE ANY INFORMALITIES.</p> <p>6 IF BIDDING OTHER THAN SPECIFIED, SUFFICIENT INFORMATION SHOULD BE ENCLOSED WITH THE BID IN ORDER TO DETERMINE QUALITY, SUITABILITY, AND COMPLIANCE WITH THE SPECIFICATIONS.</p> <p>FAILURE TO COMPLY WITH THIS REQUEST MAY ELIMINATE YOUR BID FROM CONSIDERATION.</p>			

PRICE SHEET		INVITATION TO BID			
NUMBER : 2243806 OPEN DATE : 03/03/11      TIME: 02:00 PM T-NUMBER :		BIDDER:			PAGE 7
LINE NO.	COMMODITY/SERVICE DESCRIPTION	QUANTITY FROM/TO	UNIT	UNIT PRICE	EXTENDED TOTAL
00001	<p>UNLESS SPECIFIED ELSEWHERE SHIP TO:            LA CORRECTIONAL INSTITUTE FOR WOMEN            LCIW - WAREHOUSE            7205 HWY 74            P.O. BOX 26            ST GABRIEL , LA 70776</p> <p>DELIVERIES ACCEPTED: MONDAY TO THURSDAY            8:00 A.M. TO 11:00 A.M.            12:30 P.M. TO 3:00 P.M.            ***NO DELIVERIES*** FRIDAY TO SUNDAY            AND ON HOLIDAYS.</p> <p>TO AVOID DELAYS IN PAYMENT, ORIGINAL            INVOICE MUST BE MAILED TO "BILL TO"            ADDRESS ABOVE.</p> <p>COMMODITY CODE: 615-99-000000</p> <p>*****</p> <p>YOUR RESPONSE TO THIS SOLICITATION MAY            BE SUBMITTED BY FAX TO KACIE HENDERSON            AT 225-342-6593. THE BID MUST BE SIGNED            AND RECEIVED PRIOR TO THE BID OPENING            DATE AND TIME.            *****</p> <p>* IF THIS SOLICITATION SPECIFIES A BRAND            AND MODEL NUMBER OR EQUAL AND THE BIDDER            DOES NOT INDICATE THE BRAND AND MODEL            NUMBER BID IN THE SPACE PROVIDED ON THE            SOLICITATION FORM OR ELSEWHERE IN THE            BID RESPONSE OR ON ENCLOSED LITERATURE,            AN ALTERNATE BRAND AND MODEL CANNOT BE            ACCEPTED</p> <p>* THE DEPARTMENT OF CORRECTIONS RESERVES            THE RIGHT TO AWARD THE BELOW ITEMS            SEPARATELY, GROUPED OR ON AN ALL OR NONE            BASIS, AND TO REJECT ANY OR ALL BIDS AND            TO WAIVE ANY INFORMALITIES.</p> <p>-----</p> <p>3" 3 RING BINDER</p> <p>* BINDER WITH LABEL HOLDER AND ROUND            RINGS            * COLOR: BLACK            * HOLDS UP TO 460 SHEETS            * STANDARD ROUND RING BINDER</p>	15	EACH		

PRICE SHEET		INVITATION TO BID			
NUMBER : 2243806 OPEN DATE : 03/03/11      TIME: 02:00 PM T-NUMBER :		BIDDER:			PAGE 8
LINE NO.	COMMODITY/SERVICE DESCRIPTION	QUANTITY FROM/TO	UNIT	UNIT PRICE	EXTENDED TOTAL
	* INTERIOR POCKETS  _____ STAPLES ITEM #: 113944 MODEL #:04601 BRAND NAME: AVERY OR EQUAL  SPECIFY BRAND (& NUMBER IF APPLICABLE) _____				
00002	COMMODITY CODE: 615-99-000000  BLUE MARBLED HARDCOVER RECORD BOOK  * 11 - 3/4" X 7 - 1/4" * 300 PAGES * 40 LINES PER PAGE * COLOR: BLUE AND RED LINES  STAPLES ITEM #: 886673 MODEL #: 886673 BRAND NAME: STAPLES OR EQUAL  SPECIFY BRAND (& NUMBER IF APPLICABLE) _____	105	EACH	_____	_____
00003	COMMODITY CODE: 615-99-000000  LARGE METAL BINDER CLIPS  * SIZE: 2" WITH 1" CAPACITY SPRING-TIGHT * 12/PACK  STAPLES ITEM #: 831610 MODEL #: 10669-CC BRAND NAME: STAPLES OR EQUAL  SPECIFY PKG: _____/PACK  SPECIFY BRAND (& NUMBER IF APPLICABLE)	10	PACK	_____	_____



PRICE SHEET		INVITATION TO BID			
NUMBER : 2243806 OPEN DATE : 03/03/11      TIME: 02:00 PM T-NUMBER :		BIDDER:			PAGE 9
LINE NO.	COMMODITY/SERVICE DESCRIPTION	QUANTITY FROM/TO	UNIT	UNIT PRICE	EXTENDED TOTAL
	APPLICABLE) _____ _____				
00004	COMMODITY CODE: 615-99-000000  SMALL METAL BINDER CLIPS  * SATIN SILVER METAL BINDER CLIP * SPRING PREVENTS PAPERS FROM SLIPPING * STEEL CONSTRUCTION * NICKEL-COATED HANDLES * SIZE: 3/4" WIDTH; 3/8" CAPACITY * 40/PACK  STAPLES ITEM #: 481323 MODEL #: 32006-CC BRAND NAME: STAPLES OR EQUAL  SPECIFY PKG: _____/PACK  SPECIFY BRAND (& NUMBER IF APPLICABLE) _____	25	PACK	_____	_____
00005	COMMODITY CODE: 615-99-000000  BLACK PENS  * BALLPOINT STICK PENS * MEDIUM POINT 1.0 * COLOR: BLACK  STAPLES ITEM #: 807983 MODEL #: 18280 BRAND NAME: STAPLES, ICEBREAKER OR EQUAL  SPECIFY BRAND (& NUMBER IF APPLICABLE) _____	35	DOZ	_____	_____
00006	COMMODITY CODE: 615-99-000000	35	DOZ	_____	_____

PRICE SHEET		INVITATION TO BID			
NUMBER : 2243806 OPEN DATE : 03/03/11      TIME: 02:00 PM T-NUMBER :		BIDDER:			PAGE 10
LINE NO.	COMMODITY/SERVICE DESCRIPTION	QUANTITY FROM/TO	UNIT	UNIT PRICE	EXTENDED TOTAL
	<b>BLUE PENS</b>  * BALLPOINT STICK PENS * MEDIUM POINT 1.0 MM * COLOR: BLUE  STAPLES ITEM #: 807981 MODEL #: 18281 BRAND NAME: STAPLES, ICEBREAKER OR EQUAL  SPECIFY BRAND (& NUMBER IF APPLICABLE)  _____				
00007	COMMODITY CODE: 615-99-000000  <b>RED INK PENS</b>  * BALLPOINT STICK PENS * MEDIUM POINT, 1.0 MM * COLOR: RED  STAPLES ITEM # 807979 MODEL #: 18286 BRAND NAME: STAPLES, ICEBREAKER OR EQUAL  SPECIFY BRAND (& NUMBER IF APPLICABLE)  _____	10	DOZ	_____	_____
00008	COMMODITY CODE: 615-99-000000  <b>VERTICAL CASE FILE</b>  * 19 POCKETS * FLAP CLOSURE WITH TWIST LOCK * CARRY HANDLE * LETTER SIZE * COLOR: BLACK  STAPLES ITEM #: 895843 MODEL #: 11147BLK BRAND NAME: STAPLES	10	EACH	_____	_____

PRICE SHEET		INVITATION TO BID			
NUMBER : 2243806 OPEN DATE : 03/03/11      TIME: 02:00 PM T-NUMBER :		BIDDER:			PAGE 11
LINE NO.	COMMODITY/SERVICE DESCRIPTION	QUANTITY FROM/TO	UNIT	UNIT PRICE	EXTENDED TOTAL
	OR EQUAL  _____ SPECIFY BRAND (& NUMBER IF APPLICABLE) _____				
00009	COMMODITY CODE: 615-99-000000  PRESSBOARD FASTENER FOLDERS  * LETTER SIZE * 1" EXPANSION * 3 TAB (1/3 CUT) IN ASSORTED POSITIONS * COLOR : BLUE, 25 PT. * EMBEDDED FASTENERS WITH A 2" CAPACITY IN POSITIONS 1 & 3 * 25/BOX  STAPLES ITEM # 765560 MODEL #: 615F2-1/3 BLU-S BRAND NAME: STAPLES OR EQUAL  SPECIFY PKG: _____/BOX  SPECIFY BRAND (& NUMBER IF APPLICABLE) _____	10	BOX	_____	_____
00010	COMMODITY CODE: 615-99-000000  POP-UP NOTES  * ASSORTED BOLD POP-UP NOTES * 3" X 3" * 100 SHEETS PER PAD * 6/PACK * FAND-FOLD NOTES POP-UP ONE AFTER ANOTHER FOR ONE-HANDED DISPENSING  STAPLES ITEM #:565444 MODEL #: S-33B0P6 BRAND NAME: STAPLES, STICKIES OR EQUAL	15	PACK	_____	_____

PRICE SHEET		INVITATION TO BID			
NUMBER : 2243806 OPEN DATE : 03/03/11      TIME: 02:00 PM T-NUMBER :		BIDDER:			PAGE 12
LINE NO.	COMMODITY/SERVICE DESCRIPTION	QUANTITY FROM/TO	UNIT	UNIT PRICE	EXTENDED TOTAL
00011	SPECIFY PKG: _____/PACK  SPECIFY BRAND (& NUMBER IF APPLICABLE) _____  COMMODITY CODE: 615-99-000000  STANDARD STAPLER COMBO PACK  * PLASTIC CONSTRUCTION INCLUDES STANDARD STAPLER * STAPLE REMOVER * ONE STRIP OF 210 STANDARD STAPLES * STAPLES UP TO 20 SHEETS * COLOR: BLACK  STAPLES ITEM #: 489562 MODEL #: 31937 BRAND NAME: STAPLES OR EQUAL  SPECIFY BRAND (& NUMBER IF APPLICABLE) _____	20	EACH	_____	_____
00012	COMMODITY CODE: 615-99-000000  WESTCOTT 12" ACRYLIC RULER  * DURABLE * TRANSPARENT ACRYLIC * FLEXIBLE AND SCRATCH RESISTANT * ENGLISH AND METRIC MEASUREMENTS  STAPLES ITEM #: 164632 MODEL #: 10562/55275 OR EQUAL  SPECIFY BRAND (& NUMBER IF APPLICABLE) _____	15	EACH	_____	_____

PRICE SHEET		INVITATION TO BID			
NUMBER : 2243806 OPEN DATE : 03/03/11      TIME: 02:00 PM T-NUMBER :		BIDDER:			PAGE 13
LINE NO.	COMMODITY/SERVICE DESCRIPTION	QUANTITY FROM/TO	UNIT	UNIT PRICE	EXTENDED TOTAL
00013	COMMODITY CODE: 615-99-000000  FELT STAMP PADS  * 2-3/4" X 4-1/4" * COLOR: BLACK * PAD DELIVERS EVEN INK FLOW  STAPLES ITEM #: 652160 MODEL #: 090406 BRAND NAME: COSCO OR EQUAL  SPECIFY BRAND (& NUMBER IF APPLICABLE)	15	EACH		
00014	COMMODITY CODE: 615-99-000000  EXPANDING CASE FILE  * LEGAL SIZED * A-Z INDEX * 19 POCKETS * PREPRINTED SUBJECTS FLAP CLOSURE * TWIST LOCK * CARRY HANDLE  STAPLES ITEM # 479882 MODLE #: 39438/11180DIS BRAND NAME: STAPLES OR EQUAL  SPECIFY BRAND (& NUMBER IF APPLICABLE)	15	EACH		